



Making San Francisco Bay Better



# SENIOR ENGINEER, SF BCDC

SAN FRANCISCO BAY CONSERVATION & DEVELOPMENT COMMISSION (BCDC)

## OPEN - SPOT EXAMINATION

Exam Code: 20062TU

Release Date: 09/18/2006

An affirmative employer, equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation. It is an objective of the State of California to achieve a drug-free workplace, any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service and the special trust placed in public servants.

OPEN SPOT EXAMINATION FOR SAN FRANCISCO BAY  
CONSERVATION AND DEVELOPMENT COMMISSION

SPOT LOCATION: SAN FRANCISCO

FINAL FILING DATE: October 13, 2006

Applications (Form 678) must be **POSTMARKED** no later than **Friday, October 13, 2006** the final filing date. Applications postmarked, personally delivered or received via interoffice mail or fax after the final filing date will not be accepted for any reason.

**HOW TO APPLY:** The California Coastal Commission handles BCDC's personnel work. Therefore, to apply please submit a state application, form STD 678, available on the internet at [http://www.spb.ca.gov/employment/employment\\_forms\\_brochures.htm](http://www.spb.ca.gov/employment/employment_forms_brochures.htm) resume and supplemental application in person or by mail with:

**California Coastal Commission**

Human Resources Office  
45 Fremont Street, Suite 1930  
San Francisco, CA 94105

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD OR THE SAN FRANCISCO BAY CONSERVATION AND DEVELOPMENT COMMISSION.

Applications will not be accepted on a promotional basis. Submit applications only to the address indicated above.

**SPECIAL ACCOMMODATIONS:** If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Application for Examination". You will be contacted to make specific arrangements.

**NOTE:** Accepted applicants are required to bring either a photo identification card or two forms of signed identification to the examination.

**QUALIFICATION APPRAISAL INTERVIEW:** The interviews will be conducted in San Francisco the week of October 30, 2006.

**SALARY RANGE:** \$6,465.00 - \$7,857.00 / month

**REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION**

**NOTE:** All applicants must meet the education and/or experience requirements for the examination by Friday, October 13, 2006 the final filing date.

Possession of a valid certificate of registration as a civil engineer issued by the California State Board of Registration for Professional Engineers, and

**EXPERIENCE:** Five years of progressively responsible civil or structural engineering work which shall have included at least two years in soil mechanics, foundation engineering for major structures, earthquake engineering, and hydraulics. At least one of the five years must have been at the supervisory or administrative level. (Experience in California state service to be applied to the two years' specialized experience must have been at the Associate Engineer level.)

and

**EDUCATION:** Equivalent to graduation from college with major work in civil engineering or engineering geology. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.).

**ADDITIONAL DESIRABLE QUALIFICATIONS:** Possession of a Master's Degree in Civil Engineering or Engineering Geology. In appraising the relative qualifications of candidates, more weight will be given to qualifying engineering experience that has included work related to structures on bays, estuaries, or coastal sites.

**THE POSITION:** One position exists in San Francisco with the San Francisco Bay Conservation and Development Commission (BCDC). The Senior Engineer is responsible for assisting BCDC staff in carrying out BCDC's engineering responsibilities. The Regulatory, Dredging Planning and Legislative Division handles a variety of complex, technical and resource issues that are of major statewide, regional, and local significance.

The Senior Engineer is required to operate independently and have the skills and judgment to handle sensitive and complex regulatory, planning and policy matters, and coordinates regularly with other technical experts, within and outside of BCDC.

Typical tasks include: Serves as technical advisor to the Commission on engineering matters; evaluates engineering recommendations made to the Commission; provides engineering expertise for planning, jurisdictional enforcement, legislative and legal matters; represents the Commission at formal and informal hearings, acts as expert witness in legal actions and other matters; acts as Secretary and staff to the Commission's Engineering Criteria Review Board and as liaison between the Board, the Commission and applicants or their representatives. For additional detail on the job specifications, please go to

<http://www.dpa.ca.gov/textdocs/specs/s3/s3134.txt>.

**EXAMINATION INFORMATION:** This examination will consist of a general State Application (Form 678), a Supplemental Application used to expand on experience relevant to coastal engineering and a qualifying appraisal interview. In order to obtain a position on the eligible list, a minimum rating of 70% must be obtained. **THE SUPPLEMENTAL APPLICATION IS ATTACHED TO THE EXAMINATION BULLETIN AND MUST BE COMPLETED AND POSTMARKED BY THE FINAL FILING DATE OCTOBER 13, 2006 OR THE COMPETITOR WILL BE ELIMINATED FROM FURTHER PARTICIPATION IN THE EXAMINATION PROCESS. COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.**

This is an open examination. Applications will not be accepted on a promotional basis.

Qualifications Appraisal - Weighted 100.00%

**SCOPE:** In addition to evaluating the competitors' relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

A. Knowledge of:

1. Principles and practices of civil engineering, with particular emphasis on soil mechanics and foundation engineering, engineering geology, earthquake engineering, seismology, structural engineering, hydraulics, and their application to waterfront construction.
2. Surveying.
3. Water quality and pollution.
4. McAttee-Petris Act
5. Goals and objectives of the San Francisco Bay Conservation and Development Commission
6. Related programs of Federal, State, regional and local agencies.
7. Principles of public administration and personnel management.

B. Ability to:

1. Interpret and apply State and Federal laws and rules, regulations and policies of governmental agencies.

2. Interpret engineering plans, estimates, and specifications.
3. Plan, organize, direct and coordinate the work of other professional personnel.
4. Direct major investigations and studies.
5. Conduct special studies.
6. Analyze technical data and prepare recommendations for action.
7. Work effectively with government and private interests to achieve specific goals or objectives.
8. Establish and maintain cooperative relationships with those contacted in the course of the work.
9. Speak and write effectively.
10. Analyze situations accurately and take effective action.

**Eligible List Information:** An eligible list will be established for the San Francisco Bay Conservation and Development Commission and will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

**Veterans' preference credit or career credits will not be granted in this examination.**

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**Senior Engineer, SF BCDC**  
**San Francisco Bay Conservation and Development Commission**

**FINAL FILING DATE: OCTOBER 13, 2006**  
**GH35-3134 Exam Code: 20062TU**

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**GENERAL INFORMATION**

It is the candidate's responsibility to contact the Human Resources Office of the California Coastal Commission **two weeks after the filing date** if he/she has not received his/her notice of written examination.

For an examination without a written feature, it is the candidate's responsibility to contact the California Coastal Commission's Human Resources Office, (415) 904-5430 or toll free (866) 831-2540 **two weeks** after the final filing date if she/he has not received a progress notice.

If a candidate's notice of oral interview fails to reach him/her prior to the day of the interview due to a verified postal error, she/he will be rescheduled upon written request.

Applications are available at the State Personnel Board website at: [www.spb.ca.gov](http://www.spb.ca.gov), local offices of the Employment Development Department, the California Coastal Commission website at: [www.coastal.ca.gov](http://www.coastal.ca.gov) and the San Francisco Bay Conservation and Development Commission website at: [www.bcdc.ca.gov](http://www.bcdc.ca.gov).

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The California Coastal Commission and the San Francisco Bay Conservation & Development Commission reserve the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**Examination Locations:** When a written test is part of the examination, it will be given in San Francisco only. Locations of interviews may be limited or extended as conditions warrant.

**Eligible lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

**Interview Scope:** If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recent timeframe of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of her/his experience. Evaluation of a candidate's personal development will include consideration of her/his recognition of her/his own training needs; her/his plans for self-development; and the progress she/he has made in efforts toward self-development. Please see "Questions and Answers About the Coastal Program Analyst Series" on our website at [www.coastal.ca.gov](http://www.coastal.ca.gov) for more information regarding examination preparation.

**High School Equivalence:** May be demonstrated in any one of the following ways; 1) Passing the General Educational Development (GED) Test by scoring at least 35 on each of the five sub-tests and averaging 45 for all the sub-tests; 2) Completion of 12 semester units of college-level work; 3) Certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) Clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

**Veterans' Preference Credits:** Veterans' preference credits will be added to the final score of all competitors who are successful in the examination and who qualify for and have requested these points. Due to changes in the law, which were effective January 1, 1996, **VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS' CREDITS.** Directions for applying for veterans' preference are on the Veteran Preference Application form, which is available from the State Personnel Board office, written test proctors and the Department of Veteran Affairs, P.O. Box 1559, Sacramento, CA 95807.

**Career Credits:** In open, non-promotional examinations, career credits are granted to: 1) State employees with permanent civil service status, 2) full time employees of the State who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code Section 3513. Competitors not currently employed in State civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section of the application Form 678. (See also section 5 of the application.) (Section 4 of Article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall, Sacramento, CA.)

**Release Date: September 18, 2006**

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**CALIFORNIA COASTAL COMMISSION**  
**Human Resources Office**  
45 Fremont Street, Suite 1930  
San Francisco, CA. 94105-2219  
(415) 904-5430 or toll free (866) 831- 2540  
[HumanResources@coastal.ca.gov](mailto:HumanResources@coastal.ca.gov)

**SAN FRANCISCO BAY CONSERVATION & DEVELOPMENT COMMISSION**  
50 California Street, Suite 2600  
San Francisco, CA 94111  
(415) 352-3600, [www.bcdc.ca.gov](http://www.bcdc.ca.gov)

**TDD (415) 597-5885**



Making San Francisco Bay Better

## SUPPLEMENTAL APPLICATION

### Senior Engineer, BCDC – Open, Spot San Francisco Examination San Francisco Bay Conservation and Development Commission

*Failure to return this page with your signature AND the response to the question will result in the competitor being eliminated from further participation in the examination.*

Print Name	(    )    -    (    )    -	Home Phone	Work Phone
Address		E-mail address:	
City	State	Zip	

### INSTRUCTIONS

The supplemental application is designed to elicit information regarding your engineering specifically related to the work of the Commission. The information and the presentation of the material will be reviewed and will augment the standard application as reference material during the oral interview process.

When responding to the supplemental appraisal questionnaire items, please follow these guidelines:

- Your responses must not exceed one page, preferably typewritten (singled spaced, one sided) on 8-1/2" x 11" paper using a minimum of 10 point font.
- Identify the page with your full name.
- Make sure your responses are complete, specific, clear, and concise.
- Include place of employment, pertinent dates, duties performed, etc., when responding to items.

**NOTE: Resumes, letters, and other materials will NOT be evaluated or considered as responses to the items in the supplemental appraisal questionnaire. If you submit a resume, your answer to the questions may not incorporate by reference information on the resume.**

To participate in the oral interview process, the completed supplemental application and the state application (form 678) must be postmarked no later than **5 p.m. on October 13, 2006, the final filing date.** Applicants are also encouraged to submit a resume.

Human Resources Office  
California Coastal Commission  
45 Fremont Street, Ste. 1930  
San Francisco, CA 94105-2219

This information has been completed by me and is accurate. I understand that I may be removed from eligibility or from appointment if the information is found to be otherwise at any time.

Signature of Competitor

Date

**PLEASE TYPE OR PRINT VERY CLEARLY**

1) Describe a major civil, structural, geotechnical or coastal engineering project that you worked on and the factors that are applicable to the specifications for the examination. See complete job specification for Senior Engineer, BCDC at this internet link:

<http://www.dpa.ca.gov/textdocs/specs/s3/s3134.txt>